

Chiseldon Parish Council



MINUTES of the ENVIRONMENT, GENERAL PURPOSE AND AMENITIES COMMITTEE meeting held on Monday 20th September 2021 at 7.30pm. The Old Chapel, Butts Road. Chiseldon.

Present: Cllr Paul Sunners Cllr Andy Rogers (Committee Chairman), Cllr Keith Bates, Cllr Chris Rawlings, Clair Wilkinson as Clerk.

21/112. Apologies for absence: Cllr Duke is working away from home and Cllr Randall has a personal engagement she cannot be excused from. **Apologies without absence:** Cllr Dogra and Cllr Barnes

A proposal was made to accept these apologies. The proposal was seconded and all Cllrs were in favour

21/113. Declarations of interest & approval of any dispensations. Cllr Rawlings rents an allotment from CPC.

21/114. Public recess. No public.

21/115. Approval of minutes from 19th July 2021.

A proposal was made to accept these minutes as an accurate representation of the meeting. The proposal was seconded and all Cllrs were in favour

21/116. Approval of minutes from 16th August 2021.

A proposal was made to accept these minutes as an accurate representation of the meeting. The proposal was seconded and all Cllrs were in favour

21/117. Action points from last meeting

SUMMARY OF ACTION POINTS

Clerk	19/180	Talk to estate manager about extension of Washpool Lease. Waiting for further information. LEASE APPROVED IN PRINCIPLE. WAITING FOR PAPERWORK
	19/193	Talk to estate manager about future purchase of land for new cemetery area. Waiting for further information. AGREED IN PRINCIPLE TO ASSIST WHERE POSSIBLE. CLOSING ACTION FOR NOW AS LONG TERM REQUIREMENT.
	20/171	Arrange for Admin Officer to investigate grants for new play equipment at Rec Ground. ONGOING
	20/211	If Chapel cannot have a green waste collection, schedule an item on EGPA agenda for regular waste clearance. COMPLETE. WASTE NOW COLLECTED
	21/60	Add final decision on Butts Road regular waste clearance to next agenda. CLOSED – SEE ABOVE.
	21/61	With Cllr Sunners. Investigate rose garden memorial for Covid19. DONE – ON THIS AGENDA
	21/73	Get quotes to have the flag pole cleaned and painted. CLOSED – HANDYMAN CAN DO THIS WORK AS PART OF HIS HOURS
	21/86	Consult with NSALG in regards to 13B allotment plot soil quality. WAITING FOR MEMBERSHIP TO BE APPROVED.
	N/A	Approval of July minutes added to Sept meeting. DONE
	21/96	Make sure costs for replacement slide are added to Sept meeting budget discussion. DONE
	21/97	Move final budget requests to Sept meeting. Last chance to comment. DONE
	21/98	Arrange for Allbuild to carry out moss removal and send round notes to residents in advance so cars are moved out of the way. WAITING FOR COMPLETION DATE TO BE PROVIDED

	21/99	Arrange for new bin to be installed. NOW APPROVAL FROM SHOP GIVEN, WILL PROCEED.
	21/103	Ask Admin Officer to advise all allotment tenants about waste storage and bonfires. DONE
	21/105	Ask Admin Officer to make arrangements to terminate plot 12B allotment agreement as per lease. DONE
	21/106	Arrange with Softball club to increase costs from 2022 season and sign a new lease. WORK IN PROGRESS
	21/107	Arrange for exercise class to have new lease. WORK IN PROGRESS
	21/109	Add Covid hero recognition to next agenda for decision to be made. DONE
Cllr Jefferies	20/211	Ask SBC if the Parish Chapel can have a green waste subscription for the cemeteries. Clerk to add to next meeting ACTION COMPLETE
Cllr Jefferies	21/12	Ask SBC if the allotments can have a regular green waste collection. CLOSE ACTION, NOT PROCEEDING WITH ITEM
Cllr Sunners	21/48	Pass Cllr Jefferies council contact details to the resident asking after "no ball games" signage at garages. ITEM CLOSED – RESIDENT HAS NOT FOLLOWED UP ISSUE AS BEING A CONCERN.

21/118. Review of budget items to request to be included in 2022/23 budget

Suggested items:

1. £500 to sand and paint the chapel and museum double doors
2. £3000 for a solar powered street light at Strouds Hill
3. £1000 item to commemorate the Queen's coronation anniversary in 2022.
4. Budget for a replacement slide to the CVPA.

A proposal was made to approve item 1 for £500 as a request for 2022/23 budget. The proposal was seconded and all Cllrs were in favour

Ref item 2. Cllrs did not know if residents would find this a useful addition. Requested that residents be asked. The Clerk will arrange a leaflet drop in the near area asking for feedback. Perhaps to be added to 2023/24 budget? Cllrs asked the Clerk to ask other PC's in the area if they used solar powered lights in their carparks at their own cost and would they recommend solar or mains powered lighting.

A proposal was made to approve item 3 for £1000 as a request for 2022/23 budget. The proposal was seconded and all Cllrs were in favour

Ref item 4. The Cllrs looked at the quotes compiled for a variety of new slides. The Clerk advised them of the option of working with a grants company for the full amount, which would then mean an outlay of 10% of the grant total for the PC.

Cllrs could not decide if a new slide was required and if so, what budget to request.

A proposal was made for all Committee members to visit the site to inspect the current slide before the next EGPA meeting. The proposal was seconded and all Cllrs were in favour.

This item is to be added to the next agenda for consideration.

21/119. PARISHING PROGRESS Discuss and vote on major hedge cutting costs in the parish for the annual hedge cutting.

Only 1 quote has been obtained so far which was shared amongst Cllrs in confidence so as not to prejudice further quotes.

It was decided to move the item to the next agenda so more quotes could be obtained.

It was noted that hedges along the path at between School Close and Butts Road need cutting. These will either be the responsibility of the home owners or SBC. The Clerk will ask SBC to cut back hedges that are their responsibility.

21/120. PARISH APPEARANCE & SAFETY. Approval of annual tree inspection costs for the millennium copse and allotment area of £325.00 by Wotton Tree Consultancy, to be added to the annual schedule of inspections. (For trees owned by CPC)

A proposal was made to approve these costs for the annual inspection and report. The proposal was seconded, and all Cllrs were in favour.

21/121. BUILDING & AMENITY PRIORITIES. Chiseldon Tennis Club report. No report received.

21/122. BUILDING & AMENITY PRIORITIES. Chiseldon Football Club report.

The club had submitted 2 requests:

To have the current agreement for pitch usage extended to 10 years. This will allow them to get larger grants from the FA to improve the area.

To place a 1x2m signage board on the side of the pavilion to show the clubs details.

A proposal was made to approve the extension of the agreement to 10 years. The proposal was seconded and all Cllrs were in favour

A proposal was made to approve the new signage for the side of the pavilion. The proposal was seconded and all Cllrs were in favour

The committee have requested sight of the final design before the order for the sign is placed.

21/123. BUILDING AND AMENITY PRIORITIES. Pavilion. No items

21/124. BUILDING AND AMENITY PRIORITIES. Allotments. Vote of retrospective approval for shed placement on plot 2B

A proposal was made to approve the siting of the shed for plot 2B. The proposal was seconded and all Cllrs were in favour. Cllr Rawlings did not vote.

21/125. BUILDING AND AMENITY PRIORITIES. Allotments. Stolen produce.

It was noted that a large amount of produce was stolen from a plot. The incident was logged online with the police and the local Neighbourhood Watch was advised.

21/126. BUILDING AND AMENITY PRIORITIES. Rec Hall Grounds and carpark. Free use of Rec hall for CPR training.

A proposal was made to approve the free use of the hall for this purpose. The proposal was seconded and all Cllrs were in favour.

21/127. BUILDING AND AMENITY PRIORITIES. Rec Hall Grounds and carpark. Review and approve quote from CTS Electrical for remedial work to Rec Hall electrics. Quote was £2570 plus VAT.

The hall had a EICR check recently that came back as "Unsatisfactory". A quote for all Urgent, Immediate and "Good to have" works was received by CTS. The Committee reviewed the quote and line by line list of works required. It was noted that removing the "Good to have" items would only deduct £97 from the invoice total.

A proposal was made to approve the full CTS quote of £2570 plus VAT for the Rec hall electrics improvement works. The proposal was seconded and all Cllrs were in favour.

21/128. BUILDING AND AMENITY PRIORITIES. Castle View Play Area & green.

No items

21/129. BUILDING AND AMENITY PRIORITIES. Cemeteries. Removal of 3 trees at Butts Road cemetery that are too close to the museum building.

The quotes were reviewed and the quote of £700 plus VAT from J&J Grounds Maintenance was preferred by the Cllrs.

A proposal was made to approve the J&J quote of £700 plus VAT for the removal of 3 trees in the Butts Road cemetery. The proposal was seconded and all Cllrs were in favour.

21/130. BUILDING AND AMENITY PRIORITIES. Cemeteries. Approval of costs for small Covid rose garden in Sir Henry Calley Memorial Garden.

The Cllrs reviewed the costs totalling £124.96 total for 4 roses and 2 rosemary bushes plus plaque. They altered this to 2 rose bushes and 1 rosemary plus plaque. Approximate cost £87.48.

A proposal was made to approve the approximate costs of £87.48 for a small covid remembrance rose garden. The proposal was seconded and all Cllrs were in favour.

The Clerk is to ask all Cllrs for their views on the suggested wording of the plaque and bring back to the next EGPA meeting for approval.

21/131. COMMUNITY PRIORITIES. Recognition of Covid heroes in the community. (Item requested by Cllr Sunners)

The item was moved to the next meeting for further consideration.

21/132. COMMUNITY PRIORITIES. Provision of Xmas tree/lights and a small celebration in December at New Road.

The quotes from Allbuild for £275 plus VAT to provide and deliver a 18 ft Xmas tree, and £275 plus VAT to install, decorate, add lights and barriers to the site were reviewed.

Suggested date of Wed 8th December

Suggested to write to all local businesses asking them to sponsor the provision of the tree and associated costs.

A proposal was made to approve the 2 quotes of £275 plus VAT from Allbuild, and write to local businesses for sponsorship. The proposal was seconded and all Cllrs were in favour.

21/133. Vulnerable People and Youth Provision.

Memory Café. First one is 1st October 2021 at the Church Hall. Then the first Friday of the month until Xmas 2021 at least.

21/134. Items for the next agenda. None

The meeting closed at 21.03

Next meeting: Monday 18th October 2021 **7.30pm.** at the Old Chapel, Butts Road. Chiseldon. Public wishing to attend are asked to let the Clerk know so Covid19 safety rules for indoor meetings can be adhered to.

SUMMARY OF ACTION POINTS

Clerk	19/180	Talk to estate manager about extension of Washpool Lease. Waiting for new lease paperwork. Chase in Dec 2021.
	20/171	Arrange for Admin Officer to investigate grants for new play equipment at Rec Ground.
	21/86	Consult with NSALG in regards to 13B allotment plot soil quality.
	21/98	Arrange for Allbuild to carry out moss removal and send round notes to residents in advance so cars are moved out of the way.
	21/99	Arrange for new bin to be installed.
	21/106	Arrange with Softball club to increase costs from 2022 season and sign a new lease.
	21/107	Arrange for exercise class to have new lease.
	21/117	Advise Finance Committee of 2022/23 budget items approved so far by EGPA committee
	21/117	Clerk to leaflet drop Strouds Hill area in regards to solar lighting in carpark.
	21/117	Clerk to ask other local PC's if they provide carpark lighting at their own cost. If so, do they prefer solar or mains powered.
	21/117	Add CVPA new slide decision to Oct agenda.
	21/118	Add hedge cutting to Oct agenda, and ask SBC for hedge cutting between school close and Butts Road.

- 21/119* Add annual inspection costs for millennium wood and allotment site to Oct full council for approval
- 21/121* Make sure Chiseldon FC supply wording for new signage for committee approval before approving the purchase of the sign.
- 21/129* Add costs for Covid remembrance rose garden to Oct full council
- 21/129* Ask all Cllrs for their views on the wording of the Covid remembrance garden plaque and bring back to Oct EGPA committee.
- 21/130* Add Covid hero recognition to Oct EGPA committee
- 21/131* Send out letters to all local businesses with regards to sponsoring Xmas event. Add Xmas costs of £550 plus VAT total to Oct full council for approval.
- ALL CLLRS** *21/117* All Cllrs to visit the CVPA and look at the current slide with a view to replacing it as part of 2022/23 budget.